

Appendix 2M

EHAC Leadership Election Procedure

1. CMH staff will notify EHAC members via email that an election will take place at the next meeting and provide the names of all EHAC members who will have been members of EHAC for at least 2 years at the time of the next meeting. These members are eligible for leadership positions.
2. If any of the eligible members contact CMH and state that they are not willing to accept a leadership position, they will not be included on the ballot.
3. CMH will create a ballot including all names of eligible members who have not already declined to hold office. All EHAC members will receive a ballot at the EHAC meeting. The current chair of EHAC will have a special ballot that is marked “chair”, but is otherwise indistinguishable from the other ballots.
4. At the meeting, the current chair will ask if all of the members whose names are on the ballot would be willing to accept a leadership position. If any decline, ask members to cross their names off their ballots.
5. Have all members mark the name(s) of the person(s) they wish to elect. If there is one leadership vacancy, members will mark only one name. If there are two vacancies, they will mark two names, and if all three offices are being vacated, they will mark three names.
6. All EHAC members will fold their ballots in half to keep their votes anonymous and pass them to CMH staff.
7. CMH staff will count all ballots except for the one marked “chair”. If there is more than one leadership vacancy, the person with the most votes will be placed in the vacant position with the highest authority, the person with the 2nd highest number of votes will be placed in the next position, etc..
8. If there is a tie, CMH staff will count the chair’s ballot to break the tie. Otherwise, the chair’s ballot will not be counted.
9. CMH staff will announce the winner(s) of the election. CMH will not disclose if the chair’s vote was counted.